DIVISIONAL FOREST OFFICE
SOUTHERN CIRCLE.
WORKING PLANS PARTY II.

SERVICE RULES.*

I.—Appointments.

1. All applications with reference to appointments should be made to the Private Secretary to His Excellency the Governor, who takes the earliest opportunity of placing them before His Excellency. (G. Rs. Nos. 495, dated 26th January 1870, and 3085, dated 18th June 1878.)

2. As a general rule, all questions involving promotion or patronage should be first submitted through the Private Secretary to His Excellency the Governor.

The practice has always been for applicants to write direct to the Private Secretary, who if it is deemed necessary can call for reports as to the qualifications of the gentlemen applying for appointments or promotions, and this practice it seems unnecessary to depart from.

(G. Rs. Nos. 1754, dated 17th March 1877, 103, dated 8th January, and 3370, dated 4th July 1878.)

3. It is no part of the duty of the head of a department to comment with freedom on the principles which actuate His Excellency the Governor in Council in making appointments. (G. R. No. 3865, dated 4th July 1881.)

4. The Commissioner in Sind should in all cases in which he has to recommend for an appointment submit his recommendation unofficially to His Excellency the Governor. (G. R. No. 7511, dated 23rd September 1892.)

5. Applications for appointments in the gift of the several Governments and Administrations in India should be preferred, not to the Secretary of State, but to the Government or Administration concerned. (G. R. No. 8139, dated 6th December 1888.)

6. The Accountant General should furnish to Government on the morning of every Friday a list of vacancies, permanent or temporary, in the appointments of Covenanted and Uncovenanted Civil Servants in the Revenue Department. (G. Ms. Nos. 958, 1062 and 16-P., dated, respectively, 6th and 14th March 1865, and 15th July 1867.)

7. The Accountant General should submit monthly a gradation list of officers holding Revenue appointments in Sind for the approval of Government, but it is not necessary to have the list printed and distributed. (G. R. No. 1331, dated 10th February 1893.)

8. When exceptional appointments of Europeans are proposed or reported under the terms of

* See also "Public Officers" and "Revenue Officers and Servants."

Lord Cranbrook's Despatch * No. 7, dated 10th July 1879, the grounds on which it is held inexpedient to appoint natives of India should be clearly stated. (S. of S. No. 3, Rev., dated 18th February 1892; *vide* G. R. No. 3957, dated 6th May 1892.)

9. Under paragraph † 4 of the Secretary of State's Despatch No. 85, Public, dated 31st August 1892, the sanction of the Government of India, instead of that of the Secretary of State, will in future be sufficient for the appointment of Europeans who are not statutory natives of India to offices carrying a salary of Rs. 200 a month and upwards. (G. I., H. D., No. 2195, dated 10th November 1892; ‡ *vide* G. R. No. 9499, dated 3rd December 1892.)

10. An officer on leave may proceed at once to take up a new appointment without rejoining the old one. (G. R. No. 960, dated 7th March 1867.)

11. All officers, on receipt of the Government orders of their appointments to other stations, must join their new appointments within the allotted time, and when they receive intimation to do so without delay, they are at once to start. The object of this order was to put a stop to the practice of Collectors taking upon themselves to

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* I forward herewith, for your information and guidance, a copy of a Circular (Home Department, No. 21-746-53, dated 18th April 1879), which has been issued by the Government of India to the Governments and Administrations of the Bengal Presidency, containing instructions on the subject of appointing natives of India to an increasing majority of higher offices in the Uncovenanted Service, and of reserving the offices to which it is not desirable to appoint natives of India, as far as is practicable, for Covenanted Civil Servants, Officers of the Staff Corps, or persons appointed by the Home Government.

"2. I request that the principles laid down in this circular may be applied also in the Bombay Presidency, and that with the exceptions therein contained, no person, other than a native of India, may in future be appointed to an office drawing a salary of Rs. 200 a month or upwards unless the sanction of the Secretary of State in Council to such appointment shall have been previously obtained."

(S. of S.'s Despatch to the Government of Bombay, No. 7, Public, dated 10th July 1879.)

† "I observe that in your letters to the various Local Governments your Excellency in Council has repeated the provisions of the orders of 1879, in the form that Europeans who are not natives of India may be recruited into the Provincial Civil Service on complying with certain conditions, with the sanction of the Secretary of State as regards Madras and Bombay, and of the Government of India as regards the other provinces. I am of opinion that it will be sufficient in future and more convenient that the sanction of the Government of India only should be obtained in all Presidences and Provinces alike." (Para. 4 of Secretary of State's Despatch No. 85, Public, dated 31st August 1892.)

‡ These orders came into force with effect from 10th November 1892, the date on which they were communicated and were intended to be of general application to all cases in which, under the orders of 1879, (Secretary of State's Despatch No. 7, dated 10th July 1879, and Government of India's Circular No. 21-746-753, dated 18th April 1879), previous sanction is required to the appointment of Europeans to posts carrying pay of Rs. 200 and over: (*vide* G. R., F. D., No. 1051, dated 20th March 1894.)